

STATE UNIVERSITIES CIVIL SERVICE ADVISORY COMMITTEE
QUARTERLY MEETING April 10-11, 2014 at
State Universities Civil Service System Office, Urbana, IL

Chair Andy Small called the meeting to order. Roll call was taken, and a quorum was present. The venue had been changed from the original location of Eastern Illinois University.

Present: Michael Aper, Julie Benedict, Jack Chavez, Larry Curtis, Michael Diiacova, Gary Fry, Dena Gary, Ann Jaso, Darlene Kendall, Kim Kirchner, Rick Marr, Cris Milliken, LaTania Milner, Mark Murphy, Michael Pulley, Denise Rothenbach, Peter Skrypkun, Andy Small, Anthony Travelstead, and Glenn Warfield

Absent: none

Minutes: Gary Fry motioned to approve the minutes of the January 16-17, 2014 meeting as amended. Rick Marr seconded the motion. A roll call vote was taken.

Mike Aper	Aye	Dena Gary	Aye	LaTania Milner	Aye
Julie Benedict	Aye	Ann Jaso	Aye	Mark Murphy	Aye
Jack Chavez	Aye	Darlene Kendall	Aye	Michael Pulley	Aye
Larry Curtis	Aye	Kim Kirchner	Aye	Denise Rothenbach	Aye
Michael Diiacova	Aye	Rick Marr	Aye	Peter Skrypkun	Aye
Gary Fry	Aye	Cris Milliken	Aye	Andy Small	Aye
				Anthony Travelstead	Aye
				Glenn Warfield	Aye

Motion carried.

Executive Committee Minutes: Michael Pulley motioned and Cris Milliken seconded the motion to approve the minutes from the Executive Committee meeting held 02/11/2014. A roll call vote was taken.

Motion carried.

Mike Aper	Aye	
Gary Fry	Aye	
Rick Marr	Abstain	
Cris Milliken	Aye	
Michael Pulley	Aye	
Denise Rothenbach	Aye	
Peter Skrypkun	Abstain	
Andy Small	Aye	

Report of Chair - Andy Small

The committee was reminded that the systems office would present an orientation training session after the meeting Friday. Andy had attended the last merit board meeting and reported that all but one member was attendance. We as a committee must maintain integrity and remain vigilant with work ahead of us dealing with topics such as pension reform and any additional work resulting from so many retirements on our campuses.

SURS Update – Larry Curtis

There have been 649 retirement applications submitted in June. In 2012 when the Money Purchase Formula was going to be reduced, 3200 employees retired. 2014 could surpass that

number. An enormous number of campus visits have been done, webinars presented, and counseling sessions completed. It usually takes 60 – 120 days to process a retiree. Lists were sent to employers of those eligible to retire. An example of the effect of the impending money purchase formula percentage dropping; an employee with forty four years of service retiring June 30 would have \$271,000 in excess contributions. The same employee retiring July 1 would have \$91,000 in excess contributions.

Report of Director – Tom Morelock

Procedures Manual should be rules and regulations. A revised and remodeled guidelines draft was presented for review of sections; 3.1- Principle Administrative Appointments and 7.1-Reporting Requirements. Changes are to be reviewed by EAC, HR Directors, and Academic Advisory committees. Comparison needs to be made with current manual. Andy asked members to do so and send him comments. He will then form a statement.

Classification Plan Update – Cindy Neitzel

Radiography and Respiratory Care Series are under review.

Audit Update – Cindy Neitzel

SIU –January; WIU –February; SIUE-March; College of Med. Peoria – April; UIC June

An exit conference was held at UIUC 12/11/13 with revisions forthcoming. A draft is under revision for UIS. Reports have been finalized for IBHE and ICCB. Drafts are pending for SIUC, SIUE, and WIU.

Legal Update – Mari Martinelli

In FY14 there were 33 discharges written. A UIUC employee's discharge papers were sent to New York in error creating a detrimental delay in the employee's response. The case is set for appeal at the May Merit Board meeting.

Report of Legislative Committee – Peter Skrypkun

The Illinois Senate approved a retirement savings plan. The suggestion was made to watch HB0073 – retiree health care reform.

Report of Election Committee – Denise Rothenbach

Five elections will need to be held this October on the following campuses; CSU, ISU, WIU, UIS, and SIU-SOM. In 2016 all four committee members from UIUC terms will expire. Terms will need to be staggered. SIUC is on board for electronic voting. Denise attended the Executive Committee held in February. The committee discussed giving campuses the options of electronic, paper, or both methods of voting.

Report of Executive Committee – Michael Pulley

The committee met 2/11/14 with Mari Martinelli and Tom Morelock from the systems office in attendance. Topics discussed were the Merit Board not having a quorum at three meetings, the systems office audit findings relating to hiring, and electronic voting. A motion was made by Gary Fry, seconded by Andy Small, and carried for the executive committee to recommend the full committee charge the executive committee to change the constitution and by-laws to allow electronic voting and other means of voting in its election process. The charge was read to the full committee as follows, “We, the Executive Committee, recommend the SUCSAC committee give the Executive Committee a charge to change the State Universities Civil Service Advisory Committee’s Constitution and By-Laws to allow electronic and other means of voting in its election process.”

Response to Charge – A roll call vote was taken and the charge passed.

Mike Aper	Aye		Dena Gary	Aye		LaTania Milner	Aye
Julie Benedict	Aye		Ann Jaso	Aye		Mark Murphy	Aye
Jack Chavez	Aye		Darlene Kendall	Aye		Michael Pulley	Aye
Larry Curtis	Aye		Kim Kirchner	Aye		Denise Rothenbach	Aye
Michael Diiacova	Aye		Rick Marr	Aye		Peter Skrypkun	Aye
Gary Fry	Aye		Cris Milliken	Aye		Andy Small	Aye
						Anthony Travelstead	Aye
						Glenn Warfield	Aye

Other Items as Presented:

Discussion Topics:

Conflict of Interest Statements required to be signed by employees

Illegal parking on campus and repercussions

July meeting to be held at UIS; October meeting at SIUC, information shared re: lodging

Pay dates on campuses

EAC members are resources not advocates; some campuses have advisor or ombudsman

Motion to Adjourn: Latania Milner **Second:** Michael Diiacova

Meeting adjourned.

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Present: Mike Aper, Julie Benedict, Jack Chavez, Michael Diiacova, Gary Fry, Dena Gary, Ann Jaso, Darlene Kendall, Kim Kirchner, Rick Marr, LaTania Milner, Mark Murphy, Michael Pulley, Denise Rothenbach, Peter Skrypkun, Andy Small, Anthony Travelstead, and Glenn Warfield

Absent: Larry Curtis

The systems office is providing an orientation training session for the remainder of the day for those who desire to attend.

Motion to Adjourn: Michael Pulley **Second:** LaTania Milner

Meeting adjourned.

Respectfully submitted,

Kim Kirchner, Secretary

Andy Small, Chair